

2008-09 MONTHLY FINANCIAL REPORT

AS OF April 30, 2009

Prepared by: Finance

The Honorable Mayor and Members of the City Council:

The financial report for the month ending April 30, 2009 is presented for your review and comment. Finance is now preparing to make the transition to new financial software. This may take a significant effort over the next few months.

General Fund - Revenue

- Real Property Taxes Collections occurring in calendar 2009 are now being deferred to FY 2010. The final reconciliation is now done for FY 2009. Additional revenues for the current year will come from prior year delinquent taxes that may be collected through August 31st.

 The current month has both March and April collections as well as a few prior year accrual corrections.
- Sales Tax Collections Collections for the city occur two months behind the merchant's collection. The current distributions are included in this report and are slightly ahead of the prior year collections at this point in time based on annual budget. The budget was adjusted down significantly and therefore the percentage collected is up significantly. Four additional months of revenue (through August) will be added to this fiscal year total.
- E911 Emergency Fees The City continues to receive a part of the E911 revenues generated on telephones within the City boundaries. Finance has re-evaluated the expectations of improvements to E911 fee reporting by telecommunication companies. We expect to see significant improvement at the end of May or June in monthly collections, due to a confirmation that the last significant telecomm will correct their reporting of 911 fees.
- Fee-In-Lieu of Property Taxes Current collections are now being deferred to FY 2010. This tax has now been reconciled for FY 2009 and has exceeded budget and prior year revenue by nearly \$300.
- Franchise Taxes (Cable TV) This revenue source reports and remits on a quarterly basis.
- Transient Room Tax Collections This tax collection is reported by entities on the same schedule as general sales tax reporting. Most collections of this tax occur during the winter ski months.
- Licenses and Permits –Business Licensing is on budget YTD, but down year-over-year by \$17,000 or 7.2 percent. Animal licensing collections have improved and the budget has been adjusted accordingly. Building permits are well ahead of the revised budget. Road Cuts revenues are billed monthly along with over the counter payments. Billings are current as they are reported complete by public works department.

- Intergovernmental Revenues Class C road funds are paid bi-monthly, and the budget has been revised to reflect the anticipated reduction in revenues, yet the trend indicates that this revenue source may still be short as much as seven percent or \$80,000. Liquor Funds are distributed once a year in December and were short of the original budget. Other Federal Grants (CDBG) are reimbursed to the City as expenses are submitted for funding. We have received a majority of the budgeted CDBG revenues. Many other small grants have been added during the year and have various statuses of collections.
- Charges for Service Zoning revenue budget has been reduced nearly 60 percent. This is reflective of the fact that new building starts are down. Current revenues are significantly ahead of elapsed year to date and the revised budget.
- Fines and Forfeitures We continue to receive remaining revenues from Salt Lake County Justice Courts on tickets issued prior to July 1, 2007. At June 30, 2008 there were several hundred tickets that are inactive and have a bench warrant assigned to them from the Salt Lake County Justice Court. Revenues from tickets processed through Holladay Justice court are reconciled quarterly and have now been posted. This budget has been restored to 94 percent of the original.
- Interest/Miscellaneous The interest earnings on our PTIF account with the State Treasurer is split among General Fund and Capital Projects Fund and other designated fund balances. Total earnings in all funds in the PTIF for the year are \$166,012. This is less than half as much as the City earned in the prior year, due to lower interest rates paid on about twenty percent less funds.

General Fund – Expenditures

- General Government All general government expenditures have been moved into the City Manager's line.

 Data Processing expenditures have been moved into Finance. All department expenditures are as expected within budgeted amounts. (See additional data on the Community Events and Project / Programs Summary which shows expenditures & revenues through April 20th.)
- Public Safety The Public Safety department includes police, fire and ordinance enforcement. The Unified Fire department bills the city quarterly. All department expenditures are as expected within budgeted amounts.
- Highways & Public Improvements Public Works expenditures are within budget. Impact Fee Programs include both Storm Water and Transportation fee projects. The Class C Road program budget is primarily for street lighting, water and the Salt Lake County Public Works contract.

Planning -

Department expenditures are within budget.

Business Licensing -

Department expenditures are within budget.

Debt Service -

The City had no outstanding debt as of prior year-end. We now have entered into a financing agreement to purchase a fleet of police vehicles. With a down payment in the current year, our first debt service payment will be in fiscal year 2010.

General Fund - Other Financing Sources and Uses

Appropriated Beg Balances – Class C Road funds' beginning balance has been entered with a \$233,950 balance carried forward from FY 2008.

Impact Fees -

Impact fee collections reflect the down turn in building permits.

Proceeds from Capital Leases – The capital lease for police vehicles has been funded for \$826,985.

Appropriated General Fund balance – The unreserved general fund balance available from fiscal year 2008 for appropriation is \$275,593

Transfers -

Transfers are budgeted and primarily expended at year-end when available funds are known. The original budget transfer to Capital Projects has been reduced approximately \$1,237,597.

General Fund - Fund Balance

Fund Balance (Expected) - The Beginning Balance Restricted Fund for fiscal year-end 2008 is included on the financial report. The ending General Fund restricted fund balance will maintain a 6.0 percent balance of \$936,166, and the unrestricted balance actually decreased by \$24,093 to a total of \$275,593. As noted above, the Class C Road funds' carried forward fund balance of \$233,950.

Capital Projects – Revenue

Grants -

Last year we received approximately \$910,000 in grant revenue for capital projects and expect to receive addition grants in the current year. We have now received a \$1,000,000 grant from the State of Utah for the Fort Union road reconstruction.

Revenue -

Interest calculations are based on the PTIF earnings rate at the State of Utah Treasurer's Pool account for the City.

Capital Projects - Expenditures

General Government –This budget has been revised to \$5,626,528 for projects and engineering. Various projects are now itemized as line items in this report. The balance of the fund will remain in fund balance.

Capital Projects – Other Financing Sources

Transfers from General Fund – The budgeted transfer of \$1,499,074 from the General Fund will be needed to balance this fund and will be made at year end. This is approximately \$1,150,000 less than originally budgeted.

Unreserved Capital Projects Beginning Balance – This amount of \$8,856,965 represents the prior year ending balance in the Capital Projects Fund that has been carried forward.

Employee Benefits Fund – an Internal Service Fund

The purpose of this fund is to pay as you go with regards to employee's accrued benefits. This report has been newly formatted and updated. It will now show the total balance in the PTO liability account and any uses during the reporting period. The year-end calculated amount of the potential liability for lump sum payouts has been funded and the adjusting entry has been made equal to potential liabilities. By doing so the City should never find itself with an unexpected or unfunded employee benefit liability. This was funded \$20,428 in FY 2008 based on actual accrued employee PTO (Personal Time Off) and is budgeted to receive an additional \$88,706 funding at year-end.

Community Events & Program/Projects Summary

Attached to this report is a Community Events & Program/Projects Summary. This is a brief summary for budgetary review of expenditures by specific program or project with current balances as of the date listed. All Capital Projects are listed on page 10 under the Capital Projects Fund statement.

I welcome your inquiries and appreciate the opportunity to serve.

Sincerely,

David Muir

Director of Finance

Cottonwood Heights

"City between the Canyons"

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Statement of Rev	renues	in - Cerletal Fund Expenditures and Changes in Fund Baland For the Fiscal Period Ending April 30, 2009	-und es in Fund Balaı ng April 30, 200	nces - Budget an 9	d Actual	·	83.3% Year Elapsed
Description	Adopted Budget	Amended Budget	Current Month Actual	YTD Actual	Outstanding Encumbrance	Uncollected or Available Budget	YTD Actual % of Amended Budget
REVENUES							
TAXES Real Property Taxes	000 000 9\$	36 300 000	848 822	\$6 333 BJ	Ş	(623-636)	70
General Sales and Use Taxes E911 Emergency Telephone Fees	5,200,000	4,600,000 204,000	347,631 16,636	\$3,348,063 \$141,739	9 6	(\$55,020) 1,251,937 62,261	73% 73%
Fee-In-Lieu of Property Taxes Franchise Taxes - Cable TV Transient Room Tax	500,000 251,654 25,000	500,000 250,000 25,000	64,420	\$505,711	0 0 0	(5,711) (5,711) (3,060	101% 75%
TOTAL TAXES	12,783,654	11,879,000	484,670	\$10,534,364	0\$	1,344,636	%68 89%
LICENSES AND PERMITS							
Business Licenses and Permits Animal Licenses & Fees	250,000	250,000	15,276	\$224,200	8	25,800	%06 806
Buildings, Structures and Equipment	250,000	200,000	7,354	\$202,822	9 9	(2,822)	35% 101%
Road Cut Fees	100,000	20,000	250	\$1,439 \$38,190	\$0 \$0	(1,439) 11,810	0% 76%
TOTAL LICENSES AND PERMITS	625,000	512,000	23,498	\$477,815	0\$	34,185	93%
INTERGOVERNMENTAL REVENUE							_
Federal Grants Homeland Security Grant	65,000	70,000	5.225	\$42,585	0\$	27,415	61%
Justice Assistance Grant		24,174	4 4	\$7,521	98	16,653	31%
Crime Victorias Assistance Grant		15,080	3,803	\$3,803	09 80 80	11,277	100% 25%
Highway Safety DUI Grant		3,000 12,000	100	\$2,700 \$6,209	0 8 8	300 5.791	90% 52%
Class C Roads Liquor Fund Allotment	1,271,561 40,000	1,150,000 33,563		\$909,707 \$33,563	0 8 8	240,293	79%
TOTAL INTERGOVERNIMENTAL REVENUES	1,376,561	1,399,199	20,510	\$1,022,694	80	376,505	73%
CHARGES FOR SERVICE Zoning and Sub-division Fees	116,000	50,000	4,800	\$61.958	09	(11.958)	124%
Sale of Maps and Publications	2,000	150		\$85	800	65	27%
TOTAL CHARGES FOR SERVICES	118,000	50,150	4,800	\$62,043	0\$	(11,893)	124%
FINES AND FORFEITURES Courts Fines	282,790	270,884	755	\$110,513	\$0	160,371	41%
TOTAL FINES AND FORFEITURES	282,790	270,884	755	\$110,513	0\$	160,371	41%

Cottonwood Heights
11 - General Fund
Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual
For the Fiscal Period Ending April 30, 2009

Description	Adopted Budget	Amended Budget	Current Month Actual	YTD	Outstanding Encumbrance	Uncollected or Available Budget	YTD Actual % of Amended Budget
MISCELLANEOUS REVENUE Interest Revenues Miscellaneous Revenues Accident Report Fees	\$250,000	\$25,000 29,264 4,000	\$3,728 (1,553) 436	\$28,959 \$25,503 \$3,789	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	(\$3,959) 3,761 211	116% 87% 95%
TOTAL MISCELLANEOUS REVENUES	250,000	58,264	2,611	\$58,252	0\$	12	100%
TOTAL REVENUES	15,436,005	14,169,497	536,845	\$12,265,682	\$0	1,903,815	87%
EXPENDITURES							
GENERAL GOVERNMENT							
Mayor & City Council Legislative Committees & Special Bodies Planning Commission	423,567 86,323 11,250	520,541 116,873	35,711 8,434	\$421,410 \$79,895	086	99,131 36,978	81% 68%
TOTAL LEGISTLATIVE	521,140	648,664	44,145	\$504,744	9	143,920	78%
JUDICIAL Counts & City Prosecutor	270,000	215,000	150	\$67,535	0\$	147,465	31%
TOTAL JUDICIAL	270,000	215,000	150	\$67,535	\$0	147,465	31%
EXECUTIVE & CENTRAL STAFF City Manager	634,409	755,423	48,361	\$524,662	0\$	230,761	% 69
TOTAL EXECUTIVE & CENTRAL STAFF	634,409	755,423	48,361	\$524,662	0\$	230,761	%69
ADMINISTRATIVE AGENCIES Finance	239,382	237,994	12,847	\$134,211	\$4.310	103.783	26%
Attorney Treasurer	165,375 70,449	165,375 74,740	14,077 6,066	\$118,888 \$58,363	08	46,487	72%
Recorder	301,515	282,933	24,004	\$223,680	80	59,253	79%
TOTAL ADMINISTRATIVE AGENCIES	776,721	761,042	56,993	\$535,142	\$4,310	225,900	%02
TOTAL GENERAL GOVERNMENT	2,202,270	2,380,129	149,649	\$1,632,083	\$4,310	748,046	%69

Cottonwood Heights
11 - General Fund
Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual
For the Fiscal Period Ending April 30, 2009

Description	Adopted Budget	Amended Budget	Current Month Actual	YTD Actual	Outstanding Encumbrance	Uncollected or Available Budget	YTD Actual % of Amended Budget
PUBLIC SAFETY Police Fire Ordinance Enforcement	\$5,863,124 3,151,987 161,200	\$6,508,401 3,029,451 162,298	\$316,448 746,535 11,589	\$5,240,194 \$2,974,357 \$126,357	966,98 60,996 80	\$1,268,207 55,094 35,941	81% 98% 78%
TOTAL PUBLIC SAFETY	9,176,311	9,700,150	1,074,573	\$8,340,907	966'9\$	1,359,243	%98
HIGHWAYS AND PUBLIC IMPROVEMENTS Public Works (City Dept) Impact Fee Program Class C Road Program	281,195 60,000 1,271,561	262,397 60,000 1,373,950	17,062	\$189,900 \$0 \$1,008,308	0.60	72,497 60,000 365,642	72% 0% 73%
TOTAL HIGHWAYS AND PUBLIC IMPROVMENTS	1,612,756	1,696,347	227,353	\$1,198,208	0\$	498,139	71%
COMMUNITY AND ECON DEV Planning Business Licensing	571,170 53,701	493,159 62,759	47,679 4,711	\$404,456	0\$	88,703 13,786	82% 78%
TOTAL COMMUNITY AND ECONOMIC DEVELOPMENT	624,871	555,918	52,390	\$453,428	\$0	102,490	82%
DEBT SERVICE							
TOTAL EXPENDITURES	13,616,208	14,332,544	1,503,965	\$11,624,627	\$11,306	2,707,917	81%
Excess (Defic) of Revenues over Expenditures	1,819,797	(163,047)	(967,121)	\$641,055	(\$11,306)	(804,102)	-393%

Cottonwood Heights
11 - General Fund
Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual
For the Fiscal Period Ending April 30, 2009

YTD Actual % of Amended Budget	50 100% 80 29% 0 100% 0 100%		72) 162%	4, 0%	.4 0%	6) -720%	100%	6) 442%	100% -720%
Uncollected or Available Budget	\$0 42,630 0 0	42,630	(761,472)	1,499,074	1,499,074	(2,260,546)		(2,260,546	(2,260,546)
Outstanding Encumbrance	0\$ 0\$ 0\$	0\$	(\$11,306)	0\$	\$0	(\$11,306)	0\$	(\$11,306)	\$0 (\$11,306)
YTD Actual	\$223,950 \$17,370 \$826,985 \$275,593	\$1,343,898	\$1,984,953	0\$	0\$	\$1,984,953	\$936,166	\$2,921,119	\$936,166 \$1,984,953
Current Month Actual			(967,121)			(967,121)		(967,121)	(967,121)
Amended Budget	\$223,950 60,000 826,985 275,593	1,386,528	1,223,481	1,499,074	1,499,074	(275,593)	936,166	660,573	936,166 (275,593)
Adopted Budget	60,000	829,171	2,648,968	2,648,968	2,648,968		936,166	936,166	936,166
Description	OTHER FINANCING SOURCES Reserved Class C Roads Beg Bal Appropriated Impact Fees - Current Year Collections Proceeds from Capital Leases Unreserved Beg Fund Balance Appropriated	TOTAL OTHER FINANCING SOURCES	Subtotal Available Revenues & Sources	OTHER FINANCING USES Transfers to Capital Projects Fund	TOTAL OTHER FINANCING USES	Current Change in Fund Balance	GENERAL FUND RESTRICTED BALANCE	FUND BALANCE (Expected)	Fund Balance Detail Restricted Fund Balance Ending Prior YE Current Change In Unrestricted Fund Balance

Cottonwood Heights
45 - Capital Projects Fund
Statement of Revenues, Expenditures and Changes in Fund Balances - Budget and Actual
For the Fiscal Period Ending April 30, 2009

Description	Adopted Budget	Amended Budget	Current Month Actual	YTD Actual	Outstanding Encumbrance	Uncollected or Available Budget	YTD Actual % of Amended Budget
REVENUES State Government Grants		\$1,375,000		\$1,000,000	0\$		73%
Interest Revenues	300,000	140,802	6,974	\$140,292	\$0	510	100%
TOTAL REVENUES	300,000	1,515,802	6,974	\$1,140,292	\$0	375,510	75%
EXPENDITURES							
Pavement Maintenance	1,200,000	2,204,153	182,083	\$792,074	\$	1,412,079	36%
ADA Ramps	200,000	157,000	658	\$50,525	08	106,475	32%
Public Works GIS Inventory	25.000	25,000	1,464	\$90,285	G €	149,715	38%
Bus Bench Installation		23,316		\$23,316	G G	000.01	100%
Traffic Calming	75,000	75,000	8,587	\$53,912	8	21,088	72%
Storm Drain Improvements	450,000	203,833		\$86,159	\$0	117,674	42%
Caballero Storm Drain Reinder Storm Drain		58,667		\$58,667	O# 6	٠;	100%
Cross Gutter Replacement	50.000	66 756	34 089	\$255,025	Q €	77	100%
County Land Grant	1,937,896		9	80	8	20,04	%0 <i>'</i>
Big Cottonwood Cyn Trail		1,111,314	1,573	\$715,642	\$0	395,672	64%
Parks, Trails and Open Space	4,992,245	175,000	(277)	\$180,204	\$0	(5,204)	103%
Street Lighting Program	178,820	078,870	7,863	\$48,949	G (130,871	27%
Bridge Rehabilitation	75,000	46,000 52,000	2.458	\$42,900	G €	20,100 39,269	36%
Danish Road Project	225,000	204,000	Î	\$37,170	S S	166.830	18%
Transportation Plan update	20,000	35,000	6,290	\$36,929	\$ \$	(1,929)	106%
Storm Water Plan update	30,000	30,000		\$4,145	\$0	25,855	14%
Cham Dain Cleaning & Maintanana	30,000	20,000		\$42,327	G (7,673	85%
Park Improvements	000,001	75,000	777	\$34.617	G €	98,023	% % %
Sidewalk Replacement		75,000	i	\$20,208	8	54.792	27%
Miscellaneous Small Projects	225,000	200,100		\$150,652	\$0	49,448	75%
TOTAL EXPENDITURES	9,884,961	5,626,528	245,163	\$2,766,484	0\$	2,860,044	49%
OTHER FINANCING SOURCES (USES) Transfers from General Fund	2,648,968	1,499,074		0\$	0\$	1.499.074	%0
Unreserved Capital Projects Fund Beg Bal Appropriated	6,935,993	8,856,965		\$8,856,965	S	0	100%
TOTAL OTHER FINANCING SOURCES	9,584,961	10,356,039		\$8,856,965	0\$	1,499,074	%98
Unrestricted Fund Balance		6 245 343	(238 189)	¢7 930 779	\$	(085 450)	1460/
		*******	(000,000)	41,4004,14	2	(500,400)	110%

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65-Employee Benefits Fund (an Internal Service Fund)
Statement of Revenues, Expenditures and Changes in Fund Net Assets
For the Fiscal Period Ending April 30, 2009

Description	Adopted Budget	Amended Budget	Current Month Actual	YTD Actual	Outstanding Encumbrance	Uncollected or Available Budget	YTD Actual % of Amended Budget
OPERATING REVENUES							
Charges for Employee Benefits	\$43,163	\$87,206		(\$1,072)	\$0	\$88,278	-1%
OPERATING EXPENSES	43,163	87,206		(\$1,072)	0\$	88,278	-1%
Employee Benefits	44,663	88,706		\$0	\$0	88,706	%0
	44,663	88,706		\$0	\$0	88,706	%0
Operating Income (Loss)	(1,500)	(1,500)		(\$1,072)	0\$	(428)	71%
NON-OPERATING REVENUES Interest Revenues	1,500	1,500	45	\$860	0\$	640	22%
Change in Non-Current PTO Liability			45	(\$212)	\$0	212	%0
NOTE: Balance of Liability Account							
NON-CURRENT PTO LIABILITY - BEGINNING Calculated future liability added Current fiscal year usage of fund	(40,292) (44,663)	(46,769) (88,706)		(\$46,769) \$0 \$0	9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9 9	(88,706)	100% 0% 0%
NON-CURRENT PTO LIABILITY - ENDING	(84,955)	(135,475)		(\$46,769)	\$0	(88,706)	35%

Community Events Su	ımmary		Event	City Budgeted	Expenditures	Remaining Balance
	4/20/2009	BUDGETED AMOUNT>>>>	Revenues	116,873		
700-Misc City Events	11-546-4112-700	Community Recreation		8,652	8,652	(0)
701-Community Clean-up	11-546-4112-701	Community Recreation	-	-	-	-
705-Sub for Santa	11-546-4112-705	Community Recreation	1,255	-	1,211	44
710-Youth City Council	11-546-4112-710	Community Recreation	1,093	1,547	2,640	(0)
711-City Birthday	11-546-4112-711	Community Recreation	-	•	-	-
713-Bark in the Park		Community Recreation	-	-	-	-
714-Night Out Against Crime		Community Recreation	-	10,801	10,801	-
715-Light the Night			-	-	•	-
716-Easter Egg Event	11-546-4112-716	Community Recreation	-	4,128	4,128	(0)
717-Appreciation Dinner Event	11-546-4112-717	Community Recreation	-	-	-	-
718-Tennis Title Sponsor Event	11-546-4112-718	•	-	1,500	1,500	-
719-Movie in the Park Event	11-546-4112-719	Community Recreation	-	-	-	•
720-Meet the Candidate Event	11-546-4112-720	Community Recreation	-	2,154	2,154	-
721-Turkey Day Run	11-546-4112-721	Community Recreation	-	5,000	5,000	•
722-Relay for Life	11-546-4112-722	Community Recreation	-	694	694	(0)
724-Butlerville Days	11-546-4112-724	Community Recreation	29,023	39,331	68,354	-
725-City History Comm/Utah Hun	nanities Coı11-546-4112-725	Community Recreation	2,700	2,300	1,052	3,948
726-City Cycling Committee	11-546-4112-726	Community Recreation	-	4,000	-	4,000
501-Local ZAP - Butlerville Days	11-546-4112-501	Community Recreation				
		UNALLOCATED >>>>>>		36,766		36,766
	1* ·	Totals	34,071	116,873	106,187	44,757

	() () () () () () () () () ()	<u>Program</u>			
Other Programs/Projects		<u>Funds</u>			
4/20/2009		Booked	<u>Budget</u>	Expenditures	Remaining Budget
Community Development Block Grant (200)	Federal	42,585	65,000	6,644	58,356
Arbor Day Grant (201)	Federal	-		-	
Homeland Security Grant (202)	Federal	-	-	4,000	(4,000)
Storm Water Impact Fees (350)	Fees & Assessments	6,128	30,000	-	30,000
Transportation Impact Fees (351)	Fees & Assessments	11,243	30,000	-	30,000
Citizen CERT Training (402)	State Programs	-	-	-	-
Class C Roads (415)	State Programs	1,138,803	1,271,561	723,039	548,522
50/50 Citizen Funds (415)	City Inititives	11,422	-		-
Private Donations - K-9 (802)	City Inititives	11,500	11,500	11,909	(409)
Private Donations - Dare (803)	City Inititives	3,500	3,500	3,995	(495)
Private Donations - Crime Victims Fund (804)	City Inititives	-	15,080	9,379	5,702
New School District (805)	City Inititives	-	-		
Justive Assistance Grants (806)	Public Safety	7,521	24,174	3,423	20,751
BVP Grant (807)	Public Safety	-	11,382	-	11,382
State DUI-OT Grant (809)	Public Safety	6,109	14,875	6,109	8,766
		1,238,810	1,477,072	768,498	708,574

<u>Capital Projects</u> See report on page 10 for Capital Projects.